




CISM Committee Meeting
Office of Emergency Medical Services
1041 Technology Park Drive, Glen Allen, VA
June 24, 2010
10:00 a.m.

Members Present:	OEMS Staff:	Guests:
Mary Jones, WVEMS	Gary Brown	
W. Mason Copeland, TEMS/Suffolk Fire	Jim Nogle	
Faith Smagalski, PEMS	Karen Owens	
Sherry Todd, TEMS	Wanda Street	
Holly Sturdevant, ODEMSA		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to order:	The meeting was called to order at 10:06 a.m.	
Introductions:	Everyone around the room introduced themselves.	
Review and approval of the minutes from the April 15, 2010 meeting:	The minutes were reviewed but could not be approved because there was no quorum at the beginning of the meeting.	
Committee Member Updates:	<p>OEMS Update, Karen Owens – Karen stated that the 2010 Symposium Pre-Conference Guide is available on the OEMS website and shows the two-day Suicide course as well as the three-day Individual & Group CISM courses. Also a Resiliency stress management course is being offered. The registration will begin in August.</p> <p>Mason Copeland – Still planning the three day combo class in September as well as the Suicide Intervention class. There are three ICISF instructors who are willing to do the classes. An email will be sent out with more information.</p> <p>Mary Jones – Western Virginia EMS Council were supposed to hold a Basic Group and Individual Course June 25-26, 2010 and the first weekend in July. The classes were cancelled due to Pam Frasier's hospitalization. She has Rocky Mountain Spotted Fever. The Basic Group & Individual Course has been moved to September 17 & 18 in Henry County. An email will be sent to Karen. The cost may be about \$25 to \$30 to cover the cost of the books. Mary just received an email about Basic Chaplaincy Training and will forward it to Karen.</p> <p>Faith Smagalski – Faith distributed the attached chart which was emailed from Ellen. This was discussed at the last meeting and is being brought forth for comparison. Ellen's email stated that the first three models were are pretty close and has some overlap and the last three models are missing some key components. Faith finds that the chronological reconstruction does help.</p>	

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	 <p>Z:\Scanned Documents\CISM Moc</p> <p>The letter that Karen drafted along with this chart will be put on the OEMS website. At the next meeting, if there is a quorum, the committee will discuss and make a motion to vote on which of the programs will be grandfathered in.</p> <p>Holly Sturdevant – Dee Watson resigned as the clinical coordinator. The new coordinator is Dave Guertler who works for the Department of Justice. He wants to become a teacher. ODEMSA is having significant retention and recruitment issues. No classes have been taught in four years.</p> <p>Karen suggested some recruitment strategies such as college outreach to psychology students, website recruitment fliers, placing an article or ad in the OEMS newsletter, etc.</p> <p>Sherry Todd – A combo course will be held the end of July on the Eastern Shore.</p>	
Old Business:	<p>a. Update on Data Collection At the last meeting we discussed updating the report and what's being reported. It will be put into the Regional Council Contracts and will be submitted quarterly. We also discussed collecting information on all of the teams that are out there in the localities. Karen has received some feedback.</p> <p>b. Update on Learning Objectives</p>	
Upcoming Training:	This has been discussed in committee member updates.	
New Business:	<p>a. Team Member Accreditation There needs to be an application process for teams to be considered for fulfilling EMAC requests. Must be a member of an accredited team. Also priority funding will be provided for accredited teams. The attached document was discussed and the minimum standards were established, but remain flexible. Karen will create a checklist and the forms which need to be filled out and submitted quarterly. This accreditation process may take 6 months to a year before it is implemented.</p>  <p>Z:\WORD\Accreditation Informa</p> <p>b. Team Accreditation</p>  <p>Z:\WORD\CISM Accreditation.doc</p>	<p>Karen will continue to solicit feedback on the team minimum standards and the CISM accreditation process and email copies before the next meeting.</p>

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	<p>c. Other The Office of EMS will be responsible for quarterly reporting to be included in the Governor's Advisory Board Quarterly Report as well as posting the team documents on the OEMS website.</p> <p>Sherry suggested that the teams track follow up meaning check back with the person experiencing the crisis. It shouldn't be a one time intervention in some cases. She also would like the teams to get feedback as to whether the intervention worked or helped the person during their crisis. Mary will send Karen the feedback form that Western used after the Virginia Tech incident. Mason stated that feedback forms are left at the time of the intervention, but often are not returned. Karen will add this to the accreditation criteria.</p> <p>Gary suggested creating a best practices document to measure performance.</p> <p>There was also discussion about teams achieving a certain percentage and an action plan for improvement if under a certain percentage. The first step is to collect the data and go from there.</p>	
Additional Comments:	None.	
Schedule Next Meeting:	The next meeting is August 19, 2010 at 10 a.m. at 1041 Technology Park Drive, Glen Allen, VA.	
Adjournment:	The meeting was adjourned at 11:48 a.m.	